

Directions: Please complete shaded areas below.

Department Name: Agenda Coordinator's Office

Project Name: Legistar

Project Amount: \$40,000

Preparer Name & Contact Information:

Project Type: Please check (✓) one.

☒ Enterprise ☐ Communities of Interest ☐ Department Specific

Funding Source: Please check (✓) one.

☒ GF Capital ☐ Proprietary Capital

☐ **Mandated Requirement**
(If checked (✓), please indicate who is mandating this request as well as the time frame)

Department Priority of Initiative (1, 2, 3, etc.)

Section A

Background:

Legistar is implemented as an enterprise-wide system requiring frequent enhancements and 24/7 support. One of the main functions is to provide internal users and Dade County citizens with agenda and agenda attachments either in printed format or via the web.

Problem Statement:

Boards of County Commission's Agendas require frequent and timely modifications to printed wording or phrases. These changes often require software modifications and involvement of computer programming staff. An opportunity exists to make enhancements to the current Legistar application so that some of these changes can be automated.

Solution:

Enhance the current Legistar application so that certain printed wording or phrases are easier to modify and more expeditiously implemented.

Expected Benefits / Direct Payback:

The benefits will be and improvement in the turn-around of modifications to certain printed wording or phrases on the Board of County Commission's Agendas. Fewer steps also improve efficiency and future cost by reducing the time the technical programming staff is involved making programming modifications.